

ATscale Advisory Technical Group Terms of Reference for AT Users

(Individual Contractor Agreement)

Title:	Technical Advisor, Assistive Technology - AT (Retainer/Multiple hires, Multiple positions)
Project:	ATscale, Geneva
Duty Station:	Home-based
Section/Unit:	ATscale, ECR
Contract/Level:	International - Specialist ICA, Level ICS-11
Duration:	Ad-hoc assignments, up to 180 days per year over 4 years
Supervisor:	Strategy and Coordination Advisor

Background

Today, 2.5 billion people need to use at least one type of AT, such as wheelchairs, hearing aids, prostheses, eyeglasses or digital services, but in low-income countries over 90% do not have access to it. AT can make a significant difference in a user's ability to participate fully in social, economic, political, cultural, and family life. From supporting persons with disabilities to find meaningful employment, to ensuring children with disabilities have access to quality and inclusive education, to safeguarding the right of persons with disabilities to adequate healthcare, AT is crucial for a just, inclusive, and productive future for all. On the other hand, lack of access to AT can result in exclusion from education, work, family, and community life; poor health outcomes; and increased risk of poverty.

Since the 2018 Global Disability Summit (GDS) and the subsequent creation of ATscale, work on AT and how to increase access to it has been gaining momentum. ATscale was established to realize the goal of providing 500 million more people with the AT they need by 2030. Since then, there have been important steps forward, such as the 2018 World Health Assembly resolution on improving access to assistive technology; WHO and UNICEF's recent "Global Report on Assistive Technology;" and the inclusion of accessible, gender and age-sensitive AT as the [second most pressing priority](#) at the recent Global Disability Youth Summit (GDS Youth).

As this progress around AT continues and translates into action, it is imperative that the requirements, concerns, and priorities of AT users always remain at the center. As such, the **International Disability Alliance and ATscale** propose a set of work to facilitate inputs from persons with disabilities and their representative organizations about the use of and access to AT globally and in specific country contexts. This will include inclusive, consultative, and participatory

processes for examining existing barriers, learning from success stories, mining lessons learned, increasing knowledge about people's experiences with AT, and offering recommendations for improving global access to life changing and rights-enabling technologies.

Partnership between the ATscale and IDA

ATscale aims to ensure the relevance and appropriateness of its interventions through meaningful, effective, and informed stakeholder engagement. To this end, ATscale intends to engage users of assistive technology at all stages and in all facets of its operating model – from needs assessments to strategy development to implementation and monitoring and evaluation. Beyond consultations, representatives of users of assistive technology, such as organizations of persons with disabilities (OPDs), need to feel ownership of the strategy and initiatives of ATscale. Regular communication needs to ensure that the real, contextualized needs of AT users are fully considered at all stages.

To both leverage the power of partnership and avoid duplication of roles between the Secretariat and ATscale partners, the ATscale secretariat has established a partnership with founding partner and board member IDA to co-deliver the project.

IDA has global reach—with eight global and six regional member organizations representing over 1,100 OPDs and their families—and the technical expertise necessary to do this work. For example, IDA collaborated with the WHO on its priority assistive products list, as encapsulated in the report, "Improving access to assistive technology for everyone, everywhere." IDA was a co-host of the 2018 Global Disability Summit that generated an unprecedented level of focus on AT. IDA has extensive experience leading highly participatory and inclusive consultations, workshops, and capacity building initiatives by, among, and with persons with disabilities, which will be necessary for engaging the very populations AT is intended to support in discussions about how to ensure real and meaningful access.

Purpose & Objectives of Consultancy

To provide independent advice on issues and documents such as those pertaining to ATscale's priority setting, annual workplan, country engagements and any global goods and products with respect to the strategic value and potential impact, programmatic merit, drawing on the scientific and technical expertise and/or lived experience of use of AT of its members.

As members of the ATscale Advisory Technical Group, AT users will ensure alignment with their perspectives while providing strategic and technical advice and making recommendations on the identification of gaps and possible solutions, priority setting and the development of ATscale's annual workplan, the scoping of possible interventions, participation in the technical and financial evaluation of proposals received, and on M&E.

Overall Roles and Responsibilities

Based on expertise on the latest developments and current state of play, the ATScale Advisory Technical Group – the AT Users will provide strategic and technical advice and make recommendations on:

- the setting of priorities in alignment with ATscale's overall goals and strategy, including the selection and prioritization of possible areas for intervention

- the identification of gaps and possible solutions to address them in activities / efforts in the AT sector
- the development of 'living' sector-wide strategies
- the development of ATscale's annual workplan
- the scoping of possible interventions and the specifications for the scopes of work (TORs, calls/requests for proposals or other forms of inviting potential grantees or services/goods providers to submit proposals) both at the global and country level (e.g. country concept notes, global public goods)
- participation in the substantive, systematic, rigorous, detailed and high-quality technical and financial evaluation of proposals received against criteria such as
 - alignment with the priorities of ATscale
 - coordination with existing and planned activities
 - inclusion of relevant stakeholders (meaningful participation)
 - programmatic merit
 - technical quality
- ATscale's Monitoring, Evaluation and Learning framework and its implementation

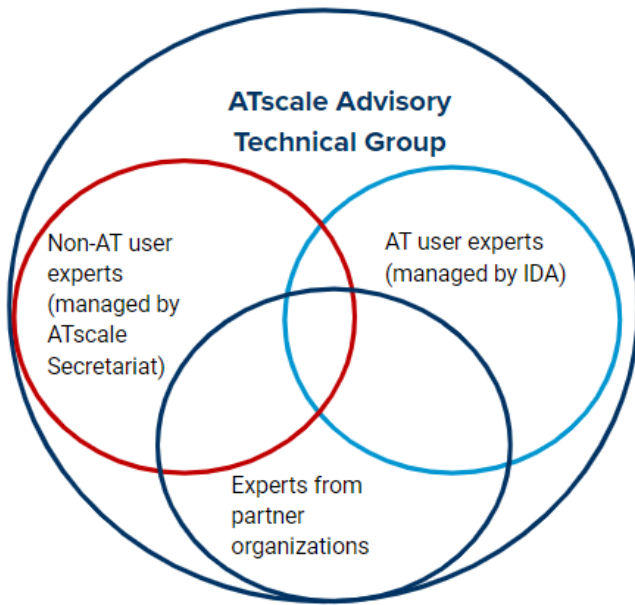
The ATscale Secretariat can call on members of the ATscale Advisory Group to provide their advice and recommendations in several ways:

- written input from individual members for consolidation by the Secretariat
- virtual meeting of a group of members for a discussion of one or more items
- and potentially in-person meeting of a group of members for input to larger undertakings, e.g. strategic discussions

All input and recommendations from the ATscale Advisory Group are advisory. ATscale, in particular ATscale's board, retains full control over any subsequent decisions or actions regarding any proposals, policy issues or other matters considered by the Advisory Group.

Members

The ATscale Advisory Technical Group will be a multidisciplinary group, with members who have a range of experience, notably including members with a lived experience of using assistive technology. Consideration shall be given to an adequate distribution of lived experience; technical knowledge, expertise, and skills from the broad range of disciplines relevant to assistive technology; geographical representation with an emphasis on low- and middle-income countries; and gender balance.



The composition of the Advisory Technical Group is managed by the Secretariat and can vary for each occasion (such as the review of a particular proposal) according to the expertise and experience needed (e.g. world region, assistive devices concerned etc.).

Members of the Advisory Group can be:

- Staff from partner organizations in their capacity as technical experts or users of AT
- AT users from a roster managed by the International Disability Alliance (IDA), including leaders and representatives from organizations of persons with disabilities
- National and international independent experts from a roster established by the Secretariat through a public call and

competitive selection process.

Depending on the extent of demand on their time, AT users and external experts can be remunerated in addition to costs such as flights and accommodation being covered in line with UNOPS rules and regulations.

Advisory Technical Group members serve in a personal capacity and do not represent their organizations when providing input and advice. They shall not speak on behalf of, or represent, the Advisory Group or ATscale to any third party. They will have to disclose any real, potential or apparent conflicts of interest and will not participate in reviewing proposals or discussing strategic issues where these conflicts of interest are apparent.

Roles and Responsibilities of the AT user experts

Based on expertise on the latest developments and current state of play, the AT user experts will be invited to:

- provide strategic and technical advice and make recommendations on any products produced by the ATscale Secretariat or its membership;
- in their review of the abovementioned products, identify gaps and possible solutions to address them within the products;
- review products for their inclusion of a rights-based approach, particularly in line with the UN Convention on the Rights of Persons with Disabilities, and the UN Sustainable Development Goals;
- reflect on the inclusion of organizations of persons with disabilities and rights-holders as meaningful partners within the products, be that through the participation of the aforementioned groups in the development, delivery, or monitoring of the products;

- consider the relevance of the products for organizations of persons with disabilities and rights-holders in the global agenda, but also for specific communities around the world;
- consider the intersections of disability with marginalized groups, such as, but not limited to, women's rights, young people's rights, indigenous people's rights, and so on.

Timeline

Consultants are expected to work between one to five days total, from date of contracting until June 2024. The consultants will be asked to track their working hours and will be reimbursed based on hours worked.

Qualifications Sought

Consultants must be users of Assistive Technologies. The consultants should offer the following experience/ expertise:

a. Education

- Advanced degree, ideally in health or public health, social science, economics, international development, public administration, product design, engineering, disability inclusion, management, or other relevant disciplines.
- A Bachelor's degree, ideally in the fields mentioned above, in combination with an additional 2 years of relevant work experience may be accepted in lieu of an advanced university degree.

b. Work Experience

Leaders and representatives from organizations of persons with disabilities are strongly encouraged to apply.

A minimum of 5 years of combined experience in assistive technology addressing one or more of the functional difficulty domains (mobility, vision, hearing, cognition, and self-care) or cross-cutting experience in one or more of the following:

- assistive technology policy and programme development at global, regional or national level
- assistive technology research, development, innovation and production
- assistive technology or health technology assessment, standards and regulation
- assistive technology service provision
- assistive technology procurement
- assistive technology user experience
- disability inclusion

The following are considered assets:

- Demonstrated experience in providing technical advice for planning, implementation, and monitoring of assistive technology programmes

- Demonstrated knowledge of large-scale health or education or social protection programmes
- Demonstrated knowledge of market shaping interventions
- Familiarity with disability rights and inclusion of disability in projects and programmes, as well as a foundational understanding of the CRPD and other international instruments and relevant frameworks
- Field experience
- Experience in international development and/or humanitarian aid and/or working for a UN organization and/or an NGO

c. Language

- Fulfill one or more of the following:
 - Fluency, both written and spoken, in English; or
 - Fluency, both written and spoken, in Arabic combined with working knowledge of English; or
 - Fluency, both written and spoken, in Chinese combined with working knowledge of English; or
 - Fluency, both written and spoken, in French combined with working knowledge of English; or
 - Fluency, both written and spoken, in Spanish combined with working knowledge of English; or
 - Fluency, both written and spoken, in Russian combined with working knowledge of English.

Persons with disabilities are strongly encouraged to apply.

UNOPS Competencies



Develops and implements sustainable business strategies, thinks long term and externally in order to positively shape the organization. Anticipates and perceives the impact and implications of future decisions and activities on other parts of the organization.



Treats all individuals with respect; responds sensitively to differences and encourages others to do the same. Upholds organizational and ethical norms. Maintains high standards of trustworthiness. Role model for diversity and inclusion.



Acts as a positive role model contributing to the team spirit. Collaborates and supports the development of others. Acts as positive leadership role model, motivates, directs and inspires others to succeed, utilizing appropriate leadership styles.



Demonstrates understanding of the impact of own role on all partners and always puts the end beneficiary first. Builds and maintains strong external relationships and is a competent partner for others (if relevant to the role).



Efficiently establishes an appropriate course of action for self and/or others to accomplish a goal. Actions lead to total task accomplishment through concern for quality in all areas. Sees opportunities and takes the initiative to act on them. Understands that responsible use of resources maximizes our impact on our beneficiaries.



Open to change and flexible in a fast paced environment. Effectively adapts own approach to suit changing circumstances or requirements. Reflects on experiences and modifies own behavior. Performance is consistent, even under pressure. Always pursues continuous improvements.



Evaluates data and courses of action to reach logical, pragmatic decisions. Takes an unbiased, rational approach with calculated risks. Applies innovation and creativity to problem-solving.



Expresses ideas or facts in a clear, concise and open manner. Communication indicates a consideration for the feelings and needs of others. Actively listens and proactively shares knowledge. Handles conflict effectively, by overcoming differences of opinion and finding common ground.

Contracting and Remuneration

- A consultancy contract (as per Swiss law) will be signed between the selected consultant and IDA.
- Only applicants with valid commercial and/or consultant registration and/or tax numbers will be considered.
- Payments will be made in several instalments and upon successful completion of the deliverables and submission of invoices.
- Travel costs and potential costs of accessible webinars will be fully covered by IDA in addition and do not need to be part of the financial offer.

To apply

If interested, please send your CV, Letter of interest* and Daily rate, to consultancy@ida-secretariat.org. The subject line of the e-mail should be "ATscale Consultancy 2023". **The deadline for submitting the application package is 10 October 2023.**

** In your letter of interest, please state which assistive technology you are a user of and how long you have been a user, your experience of working in the area of assistive technologies, the languages you speak, and where you are geographically based.*

Additional information

Please note that this is a call to be part of a roster of assistive technology user consultants. Only short-listed applicants will be informed if they are selected and will be included in a roster. Consultants in the roster be called upon for ad-hoc deliverables. Please include contact information where you can be regularly reached.
